

Preface

Scope and Background

The scope of this study guide encompasses those competencies addressing conduct of operations skills and knowledge which have been identified as part of the "common level of core technical knowledge" in the Department of Energy (DOE) *General Technical Base Qualification Standard*, August 1994.

The acquisition of these conduct of operations competencies can be demonstrated by three methods: competency equivalency documented by previous training, education, and experience; competency evaluation of knowledge and skills using examinations and performance evaluations; and competency exemption, which is a written release from the requirement to meet a specific competency. Some general examples of these methods include documentation of equivalent training or education, a test-out (or challenge test), a requirement waiver, completion of applicable course work, and other learning activities (such as this study guide).

Intent

The intent of this study guide is twofold:

1. To provide subject matter content and associated self-study activities that support acquisition of appropriate conduct of operations skills and knowledge as required by the following Technical Qualification Program competencies:
 - Competency 6.1 of the General Technical Base Qualification Standard: Personnel shall demonstrate knowledge of the principles of Conduct of Operations and relate these principles to an operational environment.
 - Competency 1.1, Technical Manager Qualification Standard: Demonstrate working level knowledge of DOE 5480.19, Conduct of Operations Requirements for DOE facilities, necessary to ensure implementation.

- Competency 2.9, Radiation Protection Qualification Standard: Demonstrate familiarity level knowledge of the guidance provided in DOE 5480.19, Conduct of Operations Requirements for DOE facilities, as related to the oversight of site/facility conduct of radiological work activities.
- 2. To provide a matrix to existing comparable and applicable learning activities (such as training or education courses) and materials, which can then be used to satisfy the competency requirements.

How to Use This Study Guide

- Study this guide and complete the exercises and case studies.
- For assistance or additional information, don't hesitate to contact your supervisor or subject matter experts at your facility or site, or refer to identified resources (in the Training-to Competency Matrix) as necessary.
- When you are completed with the study guide, take the enclosed examination. This is a closed book exam and the allotted time is 1.5 hours. Once you are completed with the exam, present it to your supervisor, who will evaluate whether you have satisfactorily completed the competencies. Note that this evaluation may be delegated to another DOE organization at some DOE sites.
- Your evaluation administrator will score the examination, return the results to you, and forward a copy to your training file.
- Your Technical Qualification Record will be updated to document the completed competencies.